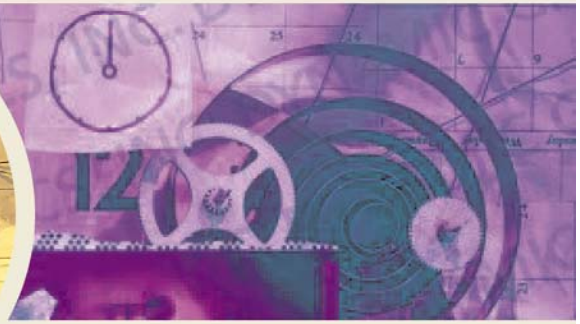




>>> **Capabilities Statement for Project Management Oversight Services**



*Presented to:*



Department of Transportation  
Federal Transit Administration  
December 20, 2007



December 20, 2007

Mr. John Bardwell  
Contracting Officer  
Federal Transportation  
2100 New Jersey Avenue, SE  
Washington, DC 20590

**Subject: Sources Sought Notice Ref FTA-08-PMOC, Project Management Oversight Services**

Dear Mr. Bardwell:

Project Time & Cost, Inc. (PT&C) is pleased to submit our firm's qualifications to provide Program Management Oversight Services for the Federal Transportation Administration. Since our incorporation in 1982, PT&C has been recognized for our excellence in Program Management and Cost Engineering. Our engineering team is composed of certified technical professionals who have a history of accurately analyzing, estimating and controlling costs on a diverse range of critical and complex projects. Incorporated over 25 years ago, with a core competency in program management and cost engineering, PT&C provides:

- Program Planning
- Technical Scope Development
- Life Cycle Analysis
- Cost Estimating
- Schedule Management
- Risk Analysis
- Value Engineering Analysis
- Independent Baseline Reviews
- Earned Value Management
- Capital Investment Management

Since the inception of this firm, attention to detail, accuracy and uncompromised methodologies have been key in our ability to establish repeat customers who have grown to rely on our expertise. We appreciate the opportunity to participate in your meeting on January 11, 2008 and the opportunity to serve you on this program.

Sincerely,  
PROJECT TIME & COST

A handwritten signature in black ink, appearing to read 'Andy Reape'.

Andy Reape  
Executive Vice President/Business Development



## R -- Project Management Oversight Services

### General Information

Document Type: Sources Sought Notice  
 Solicitation Number: Reference-Number-FTA-08-PMOC  
 Posted Date: Dec 06, 2007  
 Original Response Date: Dec 20, 2007  
 Current Response Date: Dec 20, 2007  
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 Classification Code: R -- Professional, administrative, and management support services  
 Naics Code: 541330 -- Engineering Services

### Contracting Office Address

Department of Transportation, Federal Transit Administration (FTA), Federal Transit Administration HQ, 1200 New Jersey Avenue, SE, Washington, DC, 20590, UNITED STATES

### Description

The objective of this notice is to notify available and interested vendors that the Federal Transit Administration (FTA) seeks to expand the pool of expert program management contractors that provide Project Management Oversight (PMO) Program services for selected capital projects. FTA defines oversight as a continuous review and evaluation of grantee and FTA processes to ensure compliance with statutory, administrative, and regulatory requirements. The Office of Engineering, through the Regional Offices, performs oversight of grantee project management that focuses on the management of major investments (New Starts, rail modernization, etc.) in transit projects. This activity begins early in project implementation, usually at the time of preliminary engineering. PMO contractors monitor the large caseload of projects, following guidelines established by FTA. They evaluate grantee project management and technical capacity and capability to successfully implement these major transit projects. They also monitor the projects to determine whether they are progressing on time, within budget, and in accordance with approved grantee plans and specifications. Other activities are also involved, such as design constructability, contract modification reviews, and value engineering submittals.

All sources that are able to provide said services, are encouraged to forward their capabilities statement (not to exceed 5 pages) to the point of contact listed below by December 20, 2007. All sources will be added to FTA's sources list and notified when the solicitation will be issued through a FEDBIZOPP's notice. Anticipated solicitation issuance date is late 1st quarter FY08.

The FTA will hold a Vendors Information Day, January 11, 2008 at the FTA Headquarters, 1200 New Jersey Avenue, SE (Metro Green Line), Washington, DC 20590, for the purpose of meeting and greeting new and seasoned vendors who are interested in this solicitation. The meeting will be held in the Oklahoma Room, West Building. There will be two sessions, 8:30 a.m. thru 12:00 p.m. and 1:30 p.m. thru 5:00 p.m.

For security purposes, all interested vendors who plan to attend one or the other of these sessions must identify, by name and title, no more than two representatives per company to the Point of Contact, not later than January 4, 2008. The individuals must have Government issued pictured Identification to gain entrance into the building.

## Point of Contact

John Bardwell, Contracting Officer, Phone (202) 366-4980, Fax (202)366-3808, Email [John.Bardwell@fta.dot.gov](mailto:John.Bardwell@fta.dot.gov) - James Harper, Contracting Officer, Phone 202-366-1127, Fax 202-366-3808, Email [james.harper@fta.dot.gov](mailto:james.harper@fta.dot.gov)

## Place of Performance

Address: 1200 New Jersey Avenue, SE Room E42-331 Washington, DC  
Postal Code: 20590  
Country: UNITED STATES

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## Government-wide Numbered Notes

### You may return to Business Opportunities at:

- DOT FTA listed by [\[Posted Date\]](#)
- DOT Agencywide listed by [\[Posted Date\]](#)

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[\[Home\]](#) [\[SEARCH synopses\]](#) [\[Procurement Reference Library\]](#)



December 20, 2007

*Presented to:*



U.S. Department of Transportation  
Federal Transportation Administration  
Attn: Mr. Bardwell  
Contract Specialist  
1200 New Jersey Avenue, SE  
Washington, DC 20590

*Presented by:*

**PROJECT TIME & COST, INC.**  
2727 Paces Ferry Road  
Suite 1-1200  
Atlanta, GA 30339  
(770) 444-9799  
Fax (770) 444-9808

## INTRODUCTION TO PT&C

Our mission is to provide professional services of such high quality and value that first time clients become long-term partners. Since 1982, Project Time & Cost, Inc. (PT&C)'s performance has resulted in our clients achieving their objectives, controlling cost and schedule, and PT&C being recognized nationally for excellence in the engineering, construction and environmental industry. Our diverse blend of technical disciplines and cost engineering experience make the experts at PT&C an invaluable part of your project team.

With PT&C on your side, you benefit from precise, unbiased information for sound, economic business decision making and project success. PT&C provide you with:

- **Certified Cost Engineers (CCEs) and Certified Cost Consultants (CCEs)** – More than any other company in the world.
- **Experience** – Our personnel include registered Professional Engineers (PEs) and Certified Project Management Professionals (PMPs) averaging over 20 years of experience in their technical fields.
- **Quality** - Our Clients can plan and manage their budgets with accurate estimates and baselines.
- **Responsiveness** - Our client focus has resulted in numerous commendations and a national reputation for excellence.



Through the years, government and private sector entities have come to rely on our consistent, impeccable performance. Our clients benefit from the ability to plan their budgets, analyze earned value, and mitigate risks resulting in total control of project costs without compromising project objectives.

For example, currently PT&C provides the U.S. Army Corps of Engineers (USACE) support for the New York bridges Security Threat Assessment Project. This \$136 Million project was required by the Security Engineering and Protective Design Services to protect the East River Bridges (Brooklyn, Queensboro, Williamsburg and Manhattan) against terrorist and destructive attacks. A complete Risk, Threat and Vulnerability assessment was prepared for each bridge with remedial recommendations, as well as Rough-Order-of-Magnitude Estimates of cost to implement report recommendations. For this project, PT&C prepared:

- Planning Estimates
- Estimates to Screen Alternatives
- Government Estimates for Projects to be Used in Invitation for Bid and Requests for Proposal Solicitations
- Construction Schedule Development
- Cost Risk Analysis

Independent cost estimate reviews were provided at each submission stage of design (30%, 60%, 90% and Final) for each of the four East River Bridges, independent of one another.



PT&C also supported the U.S. Army with value engineering, cost estimates and construction planning for the Ft. Campbell Railroad Connector project, Ft. Rucker's Railroad Maintenance Program and Iraq's Burbiz and Ramadi bridge projects. In addition, PT&C provided support to the local and state agencies, such as the Charlotte Area Transit Station for their construction program. Our efforts included planning estimates, value engineering, constructability reviews, cost estimates, baselines and construction scheduling. PT&C has provided similar services to Georgia Department of Transportation, Metro Atlanta Rail Transportation Authority, Atlanta-Hartsfield International Airport and Houston Metro Park & Ride.

Our references speak to our innovation, quality, accuracy and timeliness. PT&C provides professional, certified and skilled subject matter experts to our clients.

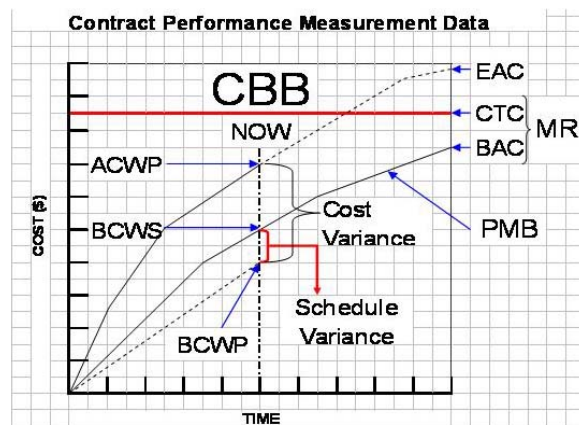
## PROGRAM MANAGEMENT OVERSIGHT SERVICES

PT&C provides comprehensive assessments and evaluations of programs to support budget development, program priorities and fiscal year plans. Our independent analysis has enabled clients to increase efficiencies and program performance by planning, managing and monitoring multiple projects as integrated program components.

Averaging over 20 years of experience, PT&C's certified professionals provide insight and innovative solutions based upon prior experience and success on large programs and complex projects. We can identify potential risk elements, or design constructability problems, develop strategies to execute the project successfully and implement value-added systems to measure and monitor progress and results.

PT&C provides:

- **Program and Project Planning**
- **Cost Modeling**
- **Risk Analysis**
- **Lifecycle Cost Analysis**
- **Cost and Schedule Baseline Development**
- **Contract Modification Reviews/Change Control**
- **Value Engineering Reviews and Estimates**
- **Capital Construction Management**



Over the years, the U.S. Army Corps of Engineers and the U.S. Department of Energy (U.S. DOE) has come to rely on PT&C for:

- Program "Projectization", providing a national standard approach for multi-site cost engineering (work breakdown structure, WBS), while managing differing requirements of each site
- Program Planning and Prioritization with detailed Lifecycle Baseline Reviews External cost reviews and cost analysis

- Independent Cost Evaluations
- Innovation and application of industry best practices for cost engineering and cost estimating

When the U.S. DOE, Office of Environmental Management recognized the need to develop Best-in-Class Project Management (BICPM) capabilities in order to effectively manage its mission of environmental clean-up of the nation's nuclear weapon's complex, it contracted PT&C. PT&C supports the U.S. DOE with ensuring projects are executed consistent with federal and local regulatory requirements and consistent with DOE administrative guidance documents. In order to achieve BICPM, the U.S. DOE; USACE, Huntington District and PT&C developed a strategy that consists of five phases:

- Conduct a Program Management Assessment for each of the 14 sites, nationwide
- Outline Recommendations for improvement
- Develop specific Project Execution Plans (PEPs) for each site
- Support implementation of the PEPs
- Institutionalize BICPM across DOE EM

PT&C has completed the first two phases and is working on phase three now.

Our successful program management and cost management history has armed us with an understanding of the required tools to predict future performance and the ability to anticipate and adjust to change with the least possible impact for our clients. Focused upon your success, **PT&C can help you realize your transportation program objectives.**

***"We have come to rely on Project Time & Cost for your project management and cost engineering experience, quality and accuracy...Thank you for consistently providing outstanding services!"***

**-Dennis Miotla  
Deputy Director for Nuclear Operations  
U.S. DOE, Office of Nuclear Energy**

## RELEVANT PROGRAM MANAGEMENT EXPERIENCE

Representative highlights of our experience include:

- U.S. DOE, Environmental Management Program – PT&C prepared 1,533 individual cost estimates over an eight-week period with an estimated total cost in excess of \$40 billion (U.S.). The estimates were prepared to validate the U.S. DOE's Office of Environmental Management's **proposed budget** for Environmental Restoration and Waste Operations activities for 1993-1997. Estimate preparation included screening of the technical data; generation of all required tasks based on the technical scope; quantification of each task; development of the direct cost for each task including labor, material and equipment costs; calculation of overhead, general conditions, contingency and escalation costs; and full QA/QC controls. As a result, DOE was able to **substantiate their investment plans and budget request.**



- Denver Public Schools - PT&C provided professional program management consulting services in support of the Denver Public Schools (DPS) **Infrastructure Master Planning effort**. PT&C conducted a capital assets audit and a review of facility maintenance requirements, to include a list of asset repair and replacement items for the entire school district. Subsequently, PT&C determined the projected annual cost for each requirement and categorized the requirements by criteria, including but not limited to, building functions and system priority. PT&C analyzed the facility asset repair and replacement data provided by the Denver Public Schools and developed schedule algorithms to allocate costs appropriately into the out-years based on criteria determined in coordination with DPS. PT&C **validated the costs for the Master Life Cycle Rehabilitation Plan**. PT&C designed to plan to be flexible enough for the Denver Public Schools to sort cost by individual asset, by school, by region or by type of asset. PT&C's final deliverable included a database, developed specifically by PT&C for the school system, capable of providing program status as a living facilities/ master plan progress management tool.
- U.S. DOE, National Nuclear Security Agency (NNSA) – PT&C is completed a three-phase effort “projectizing” the \$1.2 billion annual Readiness in Technical Base and Facilities (RTBF) Program. This project consisted of lifecycle activity based cost estimating for the operations and maintenance of eight laboratories and production plants that comprise the NNSA’s Defense Program. The project also included standardization of estimating techniques, including the development of a **common work breakdown structure (WBS) and unit price data for the entire RTBF Program**.
- New Orleans Task Force Hope - PT&C provided cost engineering, estimating and scheduling services for 200+ projects, totaling \$9.8 billion, for the Task Force Hope Cost Engineering Team. Task Force Hope is an organization comprised of the Hurricane Protection Office and the Project Restoration Office. PT&C supported Task Force Hope’s mission to repair, restore, complete and improve the Southern Louisiana Hurricane Protection System. Over 200 miles of levees and floodwalls and more than 50 million cubic yards of soil borrow is required to complete the projects. The PT&C team developed cost estimates from design and quantities being developed concurrently to include parametric and preliminary design estimates. PT&C **reviewed scope and cost documentation; conducted market surveys to ensure accuracy and account for the labor and resource constraints; and maintained the baseline cost estimate and schedule**. The program was expedited by providing the following on-site services 12-hours per day, seven days a week.



These projects are a mere representation of PT&C’s extensive Program Management Oversight and Support experience. In PT&C, the Federal Transportation Administration gains a firm whose core competencies are program planning and management and cost engineering, providing knowledge, experience, accuracy and management of major investments.



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